

**PB# 00-203**

**First Columbia (SP)  
25 Airport Center Dr.  
Parking Area (Withdrawn)  
3-1-43**

FIRST COLUMBIA SITE PLAN (BETTE)  
25 AIRPORT CENTER DRIVE PARKING  
AREA

00-203

00-203

*Application Withdrawn*

*7/24/2002*



# FIRST COLUMBIA

July 24, 2002

Attn: Ms. Myra Mason  
Town of New Windsor  
Planning Board Secretary  
555 Union Ave.  
New Windsor, NY 12253

Re: 25 Airport Center Drive – Planning Board Review #00-203  
New York International Plaza

Dear Myra:

I went through my file to see if we paid the final approval fee for the above referenced project. My records indicate that we did not pay the final approval fee nor did we pay the inspection escrow. Per my notes, from a discussion I recall having with Mark Edsall, we should not pay for these if we do not want final approval and do not want to continue with the project.

It makes sense, why pay for an approval if you do not want it. Therefore, please feel free to close out the project. We understand that if in the future, we would like to build the same project, we would have to go through the planning approval process again.

Also, it is my understanding that the Town of New Windsor will be reimbursing First Columbia the portion of the review escrow not spent. A check in the amount of \$264.00 will be issued by the town.

Thank you for your attention to this matter. If you should have any questions, please do not hesitate to call me.

Sincerely,

Christopher J. Bette, P.E.  
Project Manager

CJB/at

cc: File

# **Request for Site Plan Approval**

**for**

## **25 Airport Center Drive**



The Applicant, First Columbia, L.L.C. is requesting site plan approval to construct surface parking to support the existing 25,000 S.F. building located on the southeast corner of Airport Center Dr. and Reed St.

25 Airport Center Drive is an existing 3-story brick exterior structure previously referred to Bldg. 2006. The building was previously used as enlisted men's housing and included individual rooms with a half bathroom shared between two rooms. The new use will be professional offices. Individual rooms will be combined to create office suites, half bathrooms will be eliminated in favor of common baths centrally located to the individual suites. The building will be renovated to meet all applicable building and ADA codes. All renovations will be done within the existing building footprint, no additions to the building are anticipated.

The parking is planned to be located in the rear of the building and includes two individual lots. Both lots will have access from Airport Center Dr. Currently, the existing parking area provides approximately 20 spaces. The new parking area will provide



**FIRST COLUMBIA**

approximately 125 spaces or 1 space per 200 s.f., as required by the Town Parking Regulations for Professional Offices.

### **Property Overview**

25 Airport Center Drive is situated on a portion of the 4.8 acre parcel (Parcel "A"), Tax Map No. 3-1-43 at New York International Plaza. The parcel is adjacent to the Army Reserve Parcel "3" which contains the Army Reserve Center.

The building is a three-story masonry exterior structure, formerly known as Bldg. 2006. The building will be renovated for use as professional offices. The previous use was enlisted men's housing. An existing parking area is accessed from Reed St. and is located in the rear of the building. The topography of the land behind the building, towards International Blvd., is partially wooded and slopes upward with approximately a twenty-foot change in grade.

### **Project Overview**

The proposed parking area is a two tiered at-grade lot separated by an access drive. The lower lot is an extension of the existing lot and will have access points from both Airport Center Dr. and Reed St. The upper lot will utilize the access drive and be accessed from Airport Center Dr.

The parking lots and access drive will be asphalt concrete. Striping will be in accordance with the Towns standard parking stall dimensions. Concrete stairs will be constructed to provide access to the lower lot from the upper. Site lighting will be provided to illuminate the parking areas for safety. Stormwater management will be provided in the regional detention basin. Stormwater will be conveyed to the regional detention basin by drainage swales and closed drainage system on-site. Site drainage will be tied into the Towns system located in the roads and conveyed to the detention facility.

The hours of operation are expected to be typical business hours, 8:00 a.m. to 5:00 p.m., Monday through Friday.

**APPLICANT/OWNER PROXY STATEMENT**  
**(for professional representation)**

for submittal to the:  
TOWN OF NEW WINDSOR PLANNING BOARD

Town of New Windsor, deposes and says that he resides  
(OWNER)  
at 555 Union Avenue New Windsor, New York 12553 in the County of Orange  
(OWNER'S ADDRESS)  
and State of New York and that he is the owner of property tax map  
(Sec. 3 Block 1 Lot 43)  
designation number (Sec.        Block        Lot       ) which is the premises described in  
the foregoing application and that he authorizes:

First Columbia LLC. 210 Washington Ave. Ext. Albany, NY 12203  
(Applicant Name & Address, if different from owner)

Chazen Engineering & Land Surveying Co. P.C. 1407 Route 9 Bldg 1 Clifton Park, NY  
(Name & Address of Professional Representative of Owner and/or Applicant)

to make the foregoing application as described therein.

Date: 8/11/06

Margery A. Saddlemyre  
Witness' Signature

**MARGERY A. SADDLEMIRE**  
Notary Public, State of New York  
No. 01SA6037524  
Qualified in Albany County  
Commission Expires February 22, 20 07

[Signature]  
Owner's Signature

[Signature]  
Applicant's Signature if different than owner

[Signature]  
Representative's Signature

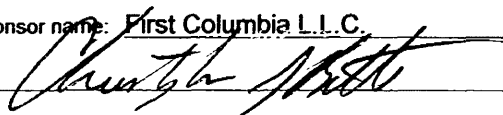
**THIS FORM CANNOT BE WITNESSED BY THE PERSON OR  
REPRESENTATIVE OF THE COMPANY WHO IS BEING AUTHORIZED TO  
REPRESENT THE APPLICANT AND/OR OWNER AT THE MEETINGS.**

**00-203**

**SHORT ENVIRONMENTAL ASSESSMENT FORM**

For UNLISTED ACTIONS Only

**PART I - PROJECT INFORMATION** (To be completed by Applicant or Project Sponsor)

1. APPLICANT/SPONSOR Name <i>First Columbia L.L.C.</i>	2. PROJECT NAME Project Name <i>25 Airport center Drive</i>
3. PROJECT LOCATION: Municipality <i>Town of New Windsor</i> County <i>Orange</i>	
4. PRECISE LOCATION (Street address and road intersections, prominent landmarks, etc., or provide map) <i>Southeast corner of Airport Center Drive and Reed St.</i>	
5. IS PROPOSED ACTION: <input type="checkbox"/> New <input type="checkbox"/> Expansion <input checked="" type="checkbox"/> Modification/alteration	
6. DESCRIBE PROJECT BRIEFLY: <i>Construction of Surface parking to support an existing 25,000 S.F. building, for use as professional offices.</i>	
7. AMOUNT OF LAND AFFECTED: Initially: <u>3(+/-)</u> acres Ultimately <u>3(+/-)</u> acres	
8. WILL PROPOSED ACTION COMPLY WITH EXISTING ZONING OR OTHER EXISTING LAND USE RESTRICTIONS? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If No, describe briefly.	
9. WHAT IS PRESENT LAND USE IN VICINITY OF PROJECT? <input checked="" type="checkbox"/> Residential <input type="checkbox"/> Industrial <input checked="" type="checkbox"/> Commercial <input type="checkbox"/> Agriculture <input type="checkbox"/> Park/Forest/Open space <input type="checkbox"/> Other Describe: <i>Professional offices and U.S. Military offices and housing</i>	
10. DOES ACTION INVOLVE A PERMIT APPROVAL, OR FUNDING, NOW OR ULTIMATELY FROM ANY OTHER GOVERNMENTAL AGENCY (FEDERAL, STATE, OR LOCAL)? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, list agency name and permit/approval. <i>Town of New Windsor – Building Permit, IDA funding may be applied for, if qualified.</i>	
11. DOES ANY ASPECT OF THE ACTION HAVE A CURRENTLY VALID PERMIT OR APPROVAL? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, list agency name and permit/approval.	
12. AS A RESULT OF THE PROPOSED ACTION WILL EXISTING PERMIT/APPROVAL REQUIRE MODIFICATION? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE TO THE BEST OF MY KNOWLEDGE	
Applicant/sponsor name: <i>First Columbia L.L.C.</i>	Date: <i>July 14, 2000</i>
Signature: 	

If the action is in the Coastal Area, and you are a State agency, complete the Coastal Assessment Form before proceeding with this assessment.

**PART II – ENVIRONMENTAL ASSESSMENT (To be completed by Agency)**

A. DOES ACTION EXCEED ANY TYPE I THRESHOLD IN 6 NYCRR, PART 617.4? If yes, coordinate the review process and use the FULL EAF. <input type="checkbox"/> Yes <input type="checkbox"/> No
B. WILL ACTION RECEIVE COORDINATED REVIEW AS PROVIDED FOR UNLISTED ACTIONS IN 6 NYCRR, PART 617.6? If No, a negative declaration may be superceded by another involved agency. <input type="checkbox"/> Yes <input type="checkbox"/> No
C. COULD ACTION RESULT IN ANY ADVERSE EFFECTS ASSOCIATED WITH THE FOLLOWING: (Answers may be handwritten, if legible) C1. Existing air quality, surface or groundwater quality or quantity, noise levels, existing traffic patterns, solid waste production or disposal, potential for erosion, drainage or flooding problems? Explain briefly:  C2. Aesthetic, agricultural, archaeological, historic or other natural or cultural resources; or community or neighborhood character? Explain briefly:  C3. Vegetation or fauna, fish, shellfish or wildlife species, significant habitats, or threatened or endangered species? Explain briefly:  C4. A community's existing plans or goals as officially adopted, or a change in use or intensity of use of land or other natural resources? Explain briefly:  C5. Growth, subsequent development, or related activities likely to be induced by the proposed action? Explain briefly:  C6. Long term, short term, cumulative, or other effects not identified in C1 – C5? Explain briefly:  C7. Other impacts (including changes in use of either quantity or type of energy)? Explain briefly:
D. WILL THE PROJECT HAVE AN IMPACT ON THE ENVIRONMENTAL CHARACTERISTICS THAT CAUSED THE ESTABLISHMENT OF A CEA? <input type="checkbox"/> Yes <input type="checkbox"/> No
E. IS THERE, OR IS THERE LIKELY TO BE, CONTROVERSY RELATED TO POTENTIAL ADVERSE ENVIRONMENTAL IMPACTS? <input type="checkbox"/> Yes <input type="checkbox"/> No    If Yes, explain briefly:

**PART III – DETERMINATION OF SIGNIFICANCE (To be completed by Agency)**

**INSTRUCTIONS:** For each adverse effect identified above, determine whether it is substantial, large, important or otherwise significant. Each effect should be assessed in connection with its (a) setting (i.e. urban or rural); (b) probability of occurring; (c) duration; (d) irreversibility; (e) geographic scope; and (f) magnitude. If necessary, add attachments or reference supporting materials. Ensure that explanations contain sufficient detail to show that all relevant adverse impacts have been identified and adequately addressed. If question D of Part II was checked yes, the determination and significance must evaluate the potential impact of the proposed action on the environmental characteristics of the CEA.

- ☐ Check this box if you have identified one or more potentially large or significant adverse impacts which MAY occur. Then proceed directly to the FULL EAF and/or prepare a positive declaration.
- ☐ Check this box if you have determined, based on the information and analysis above and any supporting documentation, that the proposed action WILL NOT result in any significant adverse environmental impacts AND provide on attachments as necessary, the reasons supporting this determination:

\_\_\_\_\_  
Name of Lead Agency

\_\_\_\_\_  
Print or Type Name of Responsible Officer in Lead Agency

\_\_\_\_\_  
Title of Responsible Officer

\_\_\_\_\_  
Signature of Responsible Officer in Lead Agency

\_\_\_\_\_  
Signature of Preparer (if different from responsible officer)

\_\_\_\_\_  
Date